

Lanesboro Public Utilities

Council Chambers

February 25, 2013

Member(s) Present: Evenson, O'Connor and Schuck

Absent:

Visitors: Jim Peterson, Jerod Wagner and Bobbie Vickerman

REGULAR MEETING: The meeting was called to order by Chairman Evenson. The agenda was approved with a motion by O'Connor, second by Schuck, motion carried. The minutes of the regular meeting December 17, 2013, were approved with a motion by Schuck, second by O'Connor, motion carried.

PERSONS WITH BUSINESS BEFORE THE COMMISSION:

N/A

HOUSEKEEPING:

Paying of the Bills: O'Connor made motion to approve bills as presented and any additional ordinary bills may be paid per Public Utilities Director and City Administrator's discretion in between meetings, second Schuck, motion carried.

Past Due Accounts: O'Connor made a motion to have account 01-00000501-00-7 to be rolled over to the City Attorney for collection procedures, second Evenson.

UMMPA Update: Wagner discussed the RICE Rules. Evenson made a motion to identify the Lanesboro generating units as emergency generators per RICE rules, second Schuck, motion carried. Wagner also discussed shared transmission and other future opportunities with UMMPA.

Water Radium Issues: 1) Letter – Evenson made a motion to submit letter to department of health seeking the schedule change as presented by Davy Engineering, second O'Connor, motion carried. 2) Map – the Commission directed Vickerman to pursue negotiations with Greenslade for $\frac{3}{4}$ acre behind water tower and other land possibilities. 3) Funds – it was directed by the Commission to pursue the lists of funding and to have Lanesboro be on the list for 2014/2015.

Capital Plan: Vickerman reminded members of the joint meeting April 8th at 5:30pm.

City Administrator/Clerk Resignation: O'Connor noted that the Council had a special meeting to accept Vickerman's resignation. He noted that the Council at that time was going to pursue all options as far as contracting out some services, looking at both positions or advertising for the position. O'Connor noted that after her reviewed some items over the weekend he feels that there really is no other option that advertising for a full-time Administrator/Clerk. O'Connor made a motion to recommend that the Council immediately advertise for a full-time Administrator/Clerk position, second Evenson, motion carried.

Next Regular Meeting - March 18th: It was noted that the next regular meeting will be March 18th at 10:30am.

Budget 2013: It was noted that the budget is still being worked on with capital items needing to be included. Vickerman noted that she would work with the staff to finalize the budget.

Camping Fee: It was noted that the new sewage system in the Park should require some pay back from the camping revenues. It was suggested to ask the Park Board for \$1200/year until cost paid back to utilities.

Project Continuity: O'Connor has concerns about project continuity. He noted with all of the projects going on it is imperative that information be passed along from Vickerman to staff and/or Commission members. Vickerman noted that she along with the staff would start discussing projects and that project folders with all necessary information will be created for that continuity.

Work Plan: O'Connor noted that he would like to set up a twelve month plan with repair and maintenance and upcoming issues. Staff will work on this plan.

Determination of Eligibility, Historic District Expansion: Vickerman noted that the HPC is working on expanding the historic district. This would allow some economic development and building renovation. O'Connor noted that this is very important for the entire community of Lanesboro. Vickerman is asking the Utilities Commission for \$2500 for the Determination of Eligibility to expand the historic district. Also the EDA is working on filling some of the vacant storefronts with historic pictures to enhance the downtown walking area. O'Connor made a motion to provide up to \$4000 for downtown development out of the \$7500 budgeted for community sustainment, second Evenson, motion carried.

ADJOURN:

The meeting stood adjourned at 12:16pm with a motion by O'Connor, second by Evenson, motion carried.

Respectively submitted,

Bobbie Vickerman
City Administrator/Clerk